

DD/A Registry

85-1865

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

Director of Information Services
1205 Ames

EXTENSION

NO.

STAT

DATE

21 May 1985

STAT

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

DDA/CMIS

830523

830523

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EO/DDA

7 D 18 Hqs

24 MAY 1985

OB/j

Harry:

5:

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2.

3.

ADDA

4.

5.

DDA

28 MAY 1985

d

6.

7.

29 May 85 BAC

8.

DDA/CMO

9.

Ernie: Please communicate
DDA and ADDA comments

10.

To D/OIS.

Thank you

Ed.

11.

DDA Reg (file)

12.

13.

14.

15.

1 to 5

I would recommend that OIS prepare requests to the Directorates/offices from the DDA for necessary positions based upon the proportionate number of personnel being supported. OIS should be given responsibility for planning centers in any future negotiations for major space acquisitions.

5 for 3

Suggest each Directorate provide a position on a total of 3 + the ICS position and for Turner ought to do it. Positions to be returned to Direct.

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FORM 1-79

610 USE PREVIOUS EDITIONS

: 1983 O - 411-632

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20 May 1985

MEMORANDUM FOR: Director of Information Services

FROM:

[redacted] Chief, Information Resources Management Division

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SUBJECT: Registry Support [redacted]

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1. Several months ago we mentioned to you the possible need for a registry facility at [redacted]. We made our first inquiries around mid-November 1984 when we learned that the office space there had been fully committed to Agency components. We were assured at that time that registry planning was being carried out, but when we checked again in January 1985 we found that nothing had been done. I asked [redacted] our registry specialist, to look into the matter and determine who the players were and if it would make sense for us to become involved.

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2. The attached paper represents his efforts to analyze and deal with this problem. As you will see, the components moving to Arlington Hall have not developed any plans for providing registry support. They are hoping that OIS will assist them in setting up some type of registry facility there.

3. I believe [redacted] paper shows that there are several compelling reasons for establishing a shared registry facility at [redacted]. They are:

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- ° The savings to be made in personnel, equipment, and space for one facility instead of three or four.
- ° The improved security that registry-trained MI personnel would provide by ensuring proper document control.
- ° Elimination of the need to assign untrained office personnel to perform registry-type activities that would ultimately detract from their primary duties.

4. For these reasons, we recommend that OIS take the lead in establishing and managing an Information Services Center at [redacted]. This is the type of situation that graphically illustrates the need for OIS to be responsible for planning and providing registry support to Agency components. We recommend that OIS should make an official approach to the offices with elements moving [redacted] requesting positions or FTE and

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equipment to set up an ISC there. The Office of Technical Service and the Intelligence Community Staff would have the most to gain from a center at [redacted] so they probably should be approached first. In view of the recent criticism leveled at the DA, we might also use this situation to seek some personnel relief from the DDA, so that OIS could be more responsive to this type of ad hoc requirement. If the reaction to our proposals is unfavorable, then there would be no recourse but to let the Agency tenants [redacted] fend for themselves. STAT

5. We would like to discuss the paper with you after you have had a chance to review it. Please let me know if you need any additional information or clarification on any point. STAT



Attachment
As stated

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